

Statement of Work
Landscaping and Exterior Site Improvements
San Jose Air Traffic Control Tower
January 2012

1-1 PROJECT SUMMARY

Contractor shall provide landscaping design and construction of the design at the San Jose Air Traffic Control Tower (SJC ATCT) in San Jose, California. Landscaping design shall be performed by the contractor's consultant. The consultant shall be qualified in landscape architecture, with experience in Xeriscaping in the San Francisco Bay Region of California. The contractor and their consultant are to provide all coordination, travel, engineering and professional services to provide a comprehensive plan for landscaping and exterior site improvements.

The landscaping and exterior site improvement plan shall provide deliverables that will enable upgrades and installation of the irrigation infrastructure, xeriscape plantings, and installation of sidewalks and patios. The landscaping plan is to consist of landscaping that will lower water usage and maintenance costs.

The design and construction of the landscaping will be bid using not to exceed bid allowances of \$20,000 for design and \$130,000 for construction of the landscaping and exterior site improvements. The bid allowances shall cover all expenses, travel, coordination, engineering, materials, labor and installation costs associated with the design and installation of landscaping and irrigation. This work is part of the San Jose Base Building Remodel and Repair project and subject to all Division 01 specification requirements.

1-2 PROJECT LOCATION

Federal Aviation Administration
San Jose Air Traffic Control Tower (ATCT)
275 Martin Ave., San Jose, CA 95050

1-3 SCOPE

The Contractor and Contractor's consultant shall provide all labor, materials, equipment, travel, coordination and professional services (predominantly the services of a professional landscape architect in the state of California) to gather information, assess facility requirements, explore creative solutions, and to provide and construct a functional and aesthetically pleasing "landscaping and exterior site improvement" in accordance with the goals and objectives, deliverables and performance requirements listed below. Landscape design is subject to approval by the FAA Security Division. In addition, any landscaping near airport fencing is subject to approval by the San Jose International Airport.

See attached sketch for areas to be considered in the landscaping plan. The attached sketch is for initial planning purposes. Additional input and direction will be provided at the landscape design site survey/kick off meeting. The meeting shall be held no later than one week after the "notice to proceed" for the San Jose Base Building Repair and Remodel project. The landscaping plan shall include suggestions and input from facility management and other designated representatives.

Statement of Work
Landscaping and Exterior Site Improvements
San Jose Air Traffic Control Tower

January 2012

A generic site plan will be provided by the FAA in MicroStation V8 2004 Edition, which the Contractor's consultant can use as a background drawing and to verify existing site elements and conditions, as well as to prepare the proposed landscape and exterior site demolition and improvement plans. The generic site plan will provide irrigation information, but existing plantings and lighting are not shown.

1-4 GOALS AND OBJECTIVES

- Gather input from Air Traffic Manager, Facility Manager and other facility representatives. This input includes but is not limited to; existing drawings, existing plans, existing conditions, suggestions, ideas, direction, and objectives.
- This contract does not have funding for the purchase of furniture, so no site furniture shall be included in the design or construction of landscaping. However a recommended layout of future furniture could be shown and may be purchased by owner at a future date.
- Installation of local or suitable plants for Xeriscaping principals is desired in the design and construction of landscaping. Trees, shrubs, decorative grasses and ground cover that will complement the buildings and surrounds are to be utilized in the design.
- Eliminate lawn and do not provide new lawn areas in the proposed design due to a gopher problem and a need to eliminate mowing in these areas.
- Provide water delivery system for lawns, trees, and vegetation. (As much of the existing sprinkler system should be utilized to service the new design as possible. The rain gage for the system no longer exists and new controls need to be installed to minimize water use, such as the Rain Bird ESP-SMT Series Smart irrigation Control System or equal.)
- Provide grounds that are aesthetically pleasing.
- Provide grounds and facilities that are functional, aesthetically pleasing, and durable.
- Provide a sidewalk from the parking lot to the rear door of the base building.
- Provide a small concrete patio on the north side of the link building, west of the sidewalk for use as a seating area.
- Landscaping near fencing shall maintain ground surface +/- 1 inch from bottom of fencing and no large trees or shrubs are allowed that may be used to climb or hide by a person.

1-5 DELIVERABLE PRODUCT

The Contractor shall provide the following:

- Attend a kick off meeting with the FAA at the site and provide meeting minutes.
 - Site Analysis including narrative of survey findings and meeting notes.
 - Provide a proposed schedule for completing design and construction.
- A 10 % Design Submittal is required
 - 3-5 conceptual designs for FAA consideration
 - Site Analysis including narrative of survey findings and meeting notes.
 - ROM cost estimate and approximate annual maintenance cost for each concept.
- Attend a review meeting at the site to determine which conceptual plan to proceed with for design. Provide meeting minutes.

Statement of Work
Landscaping and Exterior Site Improvements
San Jose Air Traffic Control Tower

January 2012

- 50% Design Submittal is required.
 - Submit 50% design plans.
 - Cost estimate for design.
 - Attend a review meeting for additional FAA input on design. Provide meeting minutes.
- 90% Design Submittal is required.
 - Submit 90% design plans and specifications for review and comment.
 - Detailed cost estimate for installation and maintenance of design.
 - Attend a final review meeting with FAA at the site to go over any final revisions. Provide meeting minutes.
- Submit Final Design for review and approval by FAA Engineers.
 - Final plans and specifications.
 - Final detailed cost estimate.
 - Construction installation schedule for work.
 - Inspection plan.
- Provide a one year warranty for all plants and irrigation system. Contractor shall replace all diseased, partially dead and dead plants, trees and shrubs for one year after construction is complete. The FAA will withhold a minimum 5 percent of the total project construction cost until the one year warranty has expired and any required work is completed by the contractor.
- Provide 2 hours of training on the irrigation system controls to designated FAA personnel.

The following information is required at the 50% design submittal through final design submittal.
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- 8 sets of all drawings and documents for each review stage and final design to include the following as a minimum;
 - Landscaping Exterior Site Improvement Plans
 - Typical construction details
 - Plans and Specifications at 50 % and 90% review. Items covered by package should include irrigation, soil preparation and planting procedures, level of quality for ground cover, trees, shrubs, soil preparation and treatment including killing lawn.
 - Final design is to include a maintenance plan, a detailed landscaping plan, a detailed irrigation plan (including changes to the existing system), landscape demolition plan, installation details, and a schedule of materials. Irrigation pressure and flow calculations shall be included. Catalog cuts shall be provided.
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 - Cost Estimates and Cost Breakdowns
 - Product and Manufacturer Data
 - 5 sets of drawings and documents shall be sent to SJC ATCT, 2 sets forwarded to Susan Bertram, AJW-W11E at FAA Northwestern Region, 1601 Lind Ave SW, Renton, WA 98057, 1 set forwarded to Pam Yorozu (AJV-W35) 1601 E. Valley

Statement of Work
Landscaping and Exterior Site Improvements
San Jose Air Traffic Control Tower

January 2012

Road, Renton WA 98057. The remaining sets will be distributed to the local FAA and FAA physical security.

- Submittal packages shall include full size drawings.
- Drawings shall include one “D” size drawings, one half size drawings and JPEG soft copy on CD in each set.
- A landscaping plan that includes but is not limited to ground cover, plants, trees, shrubs, walkways and concrete pads. Plans shall specify landscaping and plant materials, quality and quantities.
- After Landscaping plan is approved by the FAA and Airport, the contractor will construct landscaping per plan. Implementing all removals, irrigation changes, trees, shrubs, plants and concrete shown on the plans.

1-6 PERFORMANCE TIME

Contractor shall be required to commence work under this contract within 10 working days after the date of Notice-To-Proceed, develop the final deliverables no later than 120 calendar days after the date of the Notice –To-Proceed. The FAA would prefer the landscaping be installed during the fall to give the plants a chance to be well established prior to entering the dry season.

1-7 WORK SCHEDULE

Contractor shall schedule all site visits, design and review meetings between the hours of 7:00 AM and 3:30 PM, Monday through Friday, excluding federally established holidays. The contractor shall complete all construction work in timely manner, with no breaks in work, before demobilizing from the site. Normal Construction work hours for landscaping should be between the hours 7:00 AM to 4:00 PM, Monday through Friday. Note the FAA does not allow construction during the annual Thanksgiving and Christmas travel season, without a waiver.

1-8 EXECUTION OF WORK AT SAN JOSE ATCT

The San Jose Air Traffic Control Tower is a 7 day a week facility; from 5:30 am to midnight. Interruption of operations at this facility could impact the safety of the flying public. Contractor shall comply with the requirements and regulations of the FAA San Jose ATCT and shall perform work so as not to interrupt or interfere with the normal facility operations.

Contractor shall assume full responsibility for the protection and safekeeping of existing facilities, utilities, products or equipment stored on the site. Any damage to existing facilities or features caused by the contractor due to this contract work, shall be repaired by the contractor at their expense.

1.9 ACCESS TO SITE

Statement of Work
Landscaping and Exterior Site Improvements
San Jose Air Traffic Control Tower

January 2012

The project is located on federal property. A valid state or federal identification is required at the gate for admittance to the site. Vehicles will be subject to search. Work performed at the site shall be performed under FAA escort at all times unless appropriate badges are present. Contractor shall perform all coordination necessary to assure that appropriate personnel are available at the time of any site visits. A 24-hour notice is required to enter the facility. Additionally, a list of all personnel visiting the facility is required.

The Contractor shall have a site superintendent and a minimum of one other employee that meets FAA Security Requirements and obtains a temporary FAA badge for use during construction. When the contractor is performing work inside and outside the building at the same time, the contractor and other employees will need to provide escort services for their workers. See Specification Section 01 01 00, 1.8 "FAA Security Requirements" for badging requirements, fees and physical security requirements.

1.10 SECURITY REQUIREMENTS

The Contractor shall comply with all security requirements of the facility and of the federal Government.

The following items are not allowed on this facility:

No liquor.

No illegal drugs, contraband, or paraphernalia (pipes, holders, etc)

No firearms or parts thereof, to include empty gun shells

No deadly or dangerous items (pocket knives with 6" blades or greater, firecrackers or the like)

No combination of dissembled items that look or appear that if assembled could make an incendiary explosive device.

1.11 FAA CONTACTS

San Jose Air Traffic Manager
San Jose SSC Manager
GNAS NAS Plan Manager
Project Engineer
Physical Security Agent

Tonya Patterson, 408-982-0750
Renee Johnson, 408-453-2103
Rob Sutton, 510-745-3445
Susan Bertram, 425-227-1385
David Chi, 310-725-3723